

Identity Theft

329.1 PURPOSE AND SCOPE

Identity theft is a growing trend that frequently involves related crimes in multiple jurisdictions. This policy is intended to provide guidelines for the reporting and investigation of such crimes.

329.2 REPORTING

- (a) In an effort to maintain uniformity in reporting, officers presented with the crime of identity theft (ORC § 2913.49(B)) shall initiate a report for crimes occurring in this jurisdiction.
- (b) For incidents of identity theft occurring outside this jurisdiction officers may either:
 1. Complete a courtesy report to be forwarded to the agency where the crime was committed or if the location is unknown, to the victim's residence agency. The victim may also file a complaint with the department's online self-reporting system.
 2. If no report is taken, encourage the victim to promptly report the identity theft to the law enforcement agency where he/she resides.
- (c) While the crime of identity theft should be reported to the law enforcement agency where the victim resides, officers of this department should investigate and report crimes occurring within this jurisdiction that have resulted from the original identity theft (e.g., the identity theft occurred elsewhere but the credit card fraud occurred and is reported in this jurisdiction).
- (d) Officers should include all known incidents of fraudulent activity (e.g., credit card number applied for in victim's name when the victim has never made such an application).
- (e) Following supervisory review and Department processing, the initial report should be forwarded to the appropriate investigator for follow-up investigation, coordination with other agencies and prosecution as circumstances dictate.

329.3 PREVENTIVE MEASURES

The victim should be advised to place a security freeze on his/her consumer report, as allowed by law. A victim may also access <http://www.ohioattorneygeneral.gov/consumerlaws> for further information.

Employees of this department shall notify the Support Services Commander of any breach of the security of any Department information systems if personal information is reasonably believed to have been accessed and acquired by an unauthorized person that could cause a material risk of identity theft or other fraud to a resident of Ohio (ORC § 1347.12(B)(1) and ORC § 1349.19(C)).

The Support Services Commander shall notify the person whose personal information has been breached using any of the methods allowed pursuant to ORC § 1347.12(E) (ORC § 1347.12(B)(1)).

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The notification may be delayed if it is reasonably believed that the disclosure would impede a criminal investigation or jeopardize homeland or national security (ORC § 1347.12(D)).

329.4 INFORMATION

The victim should be encouraged to contact the Federal Trade Commission (FTC), which is responsible for receiving and processing complaints under the Identity Theft and Assumption Deterrence Act. The victim can contact the FTC online at <http://www.ftc.gov/bcp/menus/consumer/data/idt.shtm> or by telephone at 877-ID Theft (877-438-4338). Additional information may be found at the U.S. Department of Justice website, <http://www.usdoj.gov>, or the FBI at <http://cincinnati.fbi.gov> and <http://cleveland.fbi.gov>.